Pledge of Allegiance led by Councilman Tim Smith
Mayor Salvagno called the August 12, 2020 of the Mayor and Council to Order at 7:02pm, with Councilmen Boyer, Smith, Lanehart, Murray and Town Manager Gilbert Present.

Approval of Minutes
The July minutes were approved as presented

- **ANNOUNCEMENTS/PRESENTATION:**
  - Greater Good Maryland:
    - Greater Good moved a letter forward to the Washington County Liquor Board in support of outdoor alcohol sales in the Town of Hancock from Senator Edwards and Delegate McKay. Legislation is needed to make permanent changes county-wide to liquor laws to accommodate Hancock’s request. The latest update from Senator Edwards office stated Delegate Wivell will add the discussion of making changes to liquor laws in Washington County at the next County Commissioners meeting.
    - Greater Good is assisting with ongoing communication with National Park Service staff and other federal partners. We also attend County Commissioner meetings to explore opportunities for the Town. Reaching out to the Washington County Gaming Commission to better understand their grant making and award process.

- **TOWN MANAGER REPORT - JOE GILBERT**
  - CANAL BRIDGE: Joe stated the Federal Highway Administration still has not released informed the Town who the contractor is for repairs. Geoff Fox of The Hancock News was able to investigate and determine that the contractor has been selected and is coming from out of state from Minnesota. The contracted company to fix the bridge is Aspen Construction. Aspen has not yet contacted the Town for any type of help. The tentative start date for repairs is 20 September 2020.
  - GRANT STATUS:
    - The town was awarded $30,000.00 in a USDA Search Grant for a Preliminary Engineering Report and Environmental Report for the entire potable water system. The bids from the engineers are presented tonight for selection.
    - Joe applied for a Rural Maryland Council Grant for $62,000.00 for replacing the water mains on South Street, a Town-wide water leak audit and the subsurface mapping of the water system. Joe used the cost of the new Town well as the Town match, which was accepted. We should know next week if this was awarded
  - STATUS OF MOU WITH NPS AND DNR:
The MOU from National Park Service is still not returned for signature and acceptance. DNR requires this MOU document before releasing funds for the boat ramp project, to include engineering. Thirteen engineering RFPs have been mailed out, and it has been posted on the State of Maryland bid website and the Town website. The pre-bid meeting at the boat ramp is next Friday, 21 August at 10am.

- **HANCOCK WORKFORCE AND ECONOMIC DEVELOPMENT - AMY GILLESPIE**
  - **HANCOCK CENSUS UPDATE:** Amy stated she can help any Town resident needing assistance with completing the census. Using the assets in the Hancock Works! Office, she can assist with paperwork, or online with the Town wifi. Residents can also call and she will assist over the phone. The Town response rate has risen from 59.7% in July to 60.50% in August and at the same time last year the Town was at 70.20% in census responses.
  - **TRAIL TOWN MARYLAND LOGO/BRANDING UPDATE:** We are working on signage and continue to advertise; posting ads in trade publications and promoting Trail Town Maryland for the Town of Hancock in newspapers in Hagerstown and Frederick.
  - **SMALL BUSINESS RESOURCES:** Washington County Business Stabilization Grants reopen on August 12. These grants include start-up businesses. This is for business that have operated prior to September 2019. The deadline for grant applications is September 8, 2020
  - **ESSAY CONTEST FOR YOUTH:** We may have to extend our essay contest of "My Crazy COVID-19 Life". We have only had one participate so far.
  - **MAIN STREET BEAUTIFICATION PLAN:**
    - Amy stated we have had volunteers to collect garbage, trim, weed and replant as needed along Main Street.
    - Looking to clean up entrances coming into Town
    - Amy would like to thank Public Works who assisted with stumps, dead shrubbery and heavy cutting
    - Main Street Hancock, in conjunction with the Hancock Historical Society has decided where to place the Hancock Historical Photos on kiosks on Main Street. They are ordering new plexiglass and when the signs are fixed, Public Works will install.

- **CITIZEN’S COMMENTS:**
  - Larry Rollins brought to the Mayor and Council about how the compost site could not be done at Kirkwood house. He mentioned numerous codes and terms from the County zoning ordinance that would prohibit a composting site at Kirkwood Park. Councilman Lanehart mentioned maybe having the composite down by the landfill, which would still be in town limits, on Hess Road. Mayor Salvagno said that the elimination of Kirkwood Park as a potential site for the compost project does not eliminate the project and we will find a suitable location.
Karen Conley was also concerned about the compost site and brought to the Mayor and Council 208 signatures who are against the project site.

- **DEPARTMENT/COMMITTEE REPORTS**
  - **Police Commissioners/ Police Dept.**
    - Chief Robison was pleased to announce that even though National Night Out was cancelled, the fireworks were a success and there was a good turnout.
    - Chief mentioned talking to a citizen about the signage at PA Ave and Canal should have more warnings for vehicles about the Rail Trail. We would need to also put the white marks back on the road. This is for the safety of cyclists traveling on the Western Maryland Rail Trail so they are not struck by cars when they cross Pennsylvania Ave.
    - Chief said that we need more postings in the Parks for after hours, these signs should state that "No One Allowed In Parks After 10:00PM" A Town ordinance may need to be drafted and passed as there is currently nothing in the Town Code which officially stipulates park hours.

- **PLANNING COMMITTEE: JOHN COHILL, PRESIDENT**
  - John Cohill mention Town Manager Joe Gilbert are pushing them hard to finish up the Comp. Planning.

- **HANCOCK IN MOTION: TIM SMITH**
  - Tim Smith announced Hancock In Motion is still planning their "Evening In The Park" on August 29th. Music by Chris Woodward and Shindiggin. Social Distancing is Required.

- **PARKS / PARKS AND REC: TIM BOYER AND LEO MURRAY**
  - Tim Boyer still working on an acceptable method of holding the upcoming Pumpkin Derby
  - Volleyball will be temporary cancelled
  - Little League is wrapping up their season
  - Flag Football will be started with different rules and distancing

- **MAIN STREET HANCOCK, INC: AMY GILLESPIE**
  - Amy has mentioned that Main Street Hancock was awarded a $30,000.00 grant from the USDA to conduct a feasibility study on Main Street buildings to provide training and assistance to Main Street businesses.
  - Amy has been working with Main Street America and the Progress Fund to help support loans and funding for the Canal Town enterprise. David Kahley, Progress Fund will discuss Trail Town Transformations with our Main Street Business Forum and local banks on September 2, 2020, which will be a virtual meeting.
• ARTS COUNCIL
  ▪ NO REPORT

• PUBLIC WORKS
  ▪ Roland Lanehart, Public Works Commissioner mentioned we have had a lot of leaks they have been working on lately.
  ▪ Tim Smith, Public Works Commissioner said Town needs to cut or trim the tree at BB & T Bank, this tree blocks the view of camera's and road way visibility.

• MAYOR AND COUNCIL REPORTS:
  ➢ Councilman Lanehart mentioned the Car Show at Widmeyer Park on September 19 hosted by local business Atlantic Off Road. Proceeds will be divided and distributed to Hancock Police Department and Hancock Fire Department. There will be go food by James Bowers Lodge. Town Manager Joe Gilbert said Atlantic Off Road asked for car show then we found out they wanted vendors. Mayor and Councilman Lanehart stated maybe the vendors could also donate something for the cause.
  ➢ Councilman Boyer would like for the steps at Gerber Field going to the press box to be fixed they are falling apart. Mayor said yes because as. Per previous agreements with LL anything outside of fence is the responsibility of the Town, inside fence they would have to fix.
  ➢ Councilman Smith asked about bringing Geo Caches back to the Town and making the ones already in Town being more accessible. Discussion was to take the Geo Cache off the former Vista View property.
  ➢ Mayor Salvagno asked if Columbia Gas has the responsibility to talk to the Town when there are gas leaks in the Town, noting the incident in Baltimore of a gas explosion. Councilman Lanehart that Columbia Gas was in Hancock to repair five gas leaks that extended from Shives Pizza to the Park and Ride location on East Main Street. The Mayor has prepared a letter to Columbia Gas to clarify the responsibilities of the gas company and the Town regarding leaks and infrastructure. The Mayor stated we need an understanding of some type that when work is complete for any utility in Town that the replacement lines will be placed underground. Tim Boyer stated that this is cost prohibitive and Potomac Edison will not bury their power lines.
  ➢ Mayor Salvagno is working with Katie Nash and Amy Gillespie on some type of curriculum for students, where they can come into Hancock and do a lessons that are outdoors and allow children to still learn socially during the Pandemic.

• OLD BUSINESS:
  ➢ ORDIANANCE REVIEW PROCESS
Town Manager was wanting to let everyone know the Town’s codified Charter and Ordinances Code is now on the website for review.

SECOND READING OF ANNEXATION RESOLUTION
This reading is for the Annexation Resolution for the properties located at 305, 307, 317 and 319 East Main Street. Motion from Councilman Lanehart, 2nd Tim Smith, All In Favor

CLOSED SECTION
Council moved to closed session with a motion from Lanehart and 2nd from Smith, council agreed by general consent.
Mayor Salvagno declared a two-minute recess before closed session
Council went into closed session at 8:15pm
Council returned from closed session at 8:33pm

Mayor Salvagno stated that in closed session. A specific employee would receive 4 years credit which would be added to his retirement. Motion by Councilman Lanehart, 2nd Councilman Smith and Councilman Murray. Councilman Boyer Abstained.

NEW BUSINESS
Diversity/ Non-discrimination in bidding resolution to adhere to hiring practices from USDA: Motion by Councilman Lanehart, 2nd by Councilman Smith. All In Favor. APPROVED
Selection of contractor for PER/ER for fresh water system: Contract goes to Barton and Loguidice for $30,000.00. Motion by Councilman Smith and 2nd Councilman Lanehart, All In Favor. APPROVED
Resolution of Town support to Main Street Hancock organization: Motion by Councilman Lanehart and 2nd by Councilman Smith, All In Favor. APPROVED
Presentation for Annexation on Warfordsburg Road was reviewed by Mayor and Council

Motion to adjourn by Councilman Smith, 2nd Councilman Lanehart, All In Favor

Meeting Adjourned @ 8:37pm

Jacqueline McCusker